

AGENDA

COMMITTEE ON ADMINISTRATION/INFORMATION SYSTEMS

November 15, 2016
Aldermen Sapienza, Shea,
Levasseur, Cavanaugh, Pappas

5:00 p.m.
Aldermanic Chambers
City Hall (3rd Floor)

1. Chairman Sapienza calls the meeting to order.
2. The Clerk calls the roll.
3. Banner application submitted by Hope for NH Recovery for a banner to be hung on Elm & Pleasant Streets from September 4, 2017 through September 17, 2017.
Gentlemen, what is your pleasure?
4. Proposed amendments to the Housing Code submitted by Leon LaFreniere, Director of Planning & Community Development.
Gentlemen, what is your pleasure?
5. Discussion regarding the Hillsborough County North drug court.
(Note: Referred by the Board on 11/1/16.)
Gentlemen, what is your pleasure?

TABLED ITEMS

(A motion is in order to remove any item from the table.)

6. Discussion regarding taxi rates and regulations.
(Note: Tabled 5/17/16; Referred by the BMA 5/03/16.)
7. If there is no further business, a motion is in order to adjourn.



BUSINESS LICENSE APPLICATION

Office of the City Clerk/Business Licensing & Enforcement Division | One City Hall Plaza/Manchester, NH 03101 | (603) 624-6348

Date: 9.24.16

Instructions

- (1) Please return all pages of this application with all applicable information completed.
- (2) Using the worksheet provided, figure the total business license fee.
- (3) Please make checks payable to the "City of Manchester".
- (4) Checks returned by your financial institution are subject to a \$30.00 penalty.
- (5) The licensing year begins May 1st. Applications received after this time may be subject to a late charge. New licenses will expire on April 30th of the following year, unless the licensed activities are otherwise limited or invalidated by local, state, or federal authority.

SECTION I. IDENTIFICATION

- (A) Applicant: IRINA OWENS
Business Name: ~~HOPE~~ HOPE FOR NH Recovery
Business Address:
(No PO Box) 293 Wilson Street
Manchester, NH ~~03101~~ 03103
Telephone #: 603-935-7524 Federal Tax ID #: 02-0521502
Manager's Name(s): Kelly Riley

Email Address(es): IRINA.OWENS@RECOVERYNH.ORG
kelly@recoverynh.org
- (B) Property Owner's Name: _____
Property Owner's Address:
(No PO Box) _____
Property Owner's Phone #: _____
- (C) As part of the application process, some city departments may need to contact your business to schedule an interview or an inspection. Please identify the person to be contacted and the best time(s) to call.
Contact Person: _____
Time(s): _____ Email Address: _____

SECTION II. BUSINESS INFORMATION

(A) Business Activities: Please check all applicable activities and fill out the appropriate noted sections.

<input type="checkbox"/>	AMUSEMENT DEVICE VENDOR-Sections I, II(A), II(B), III, IV(A), IV(C), IV(D) & V
<input type="checkbox"/>	AMUSEMENT DEVICE VENDOR (OUT OF TOWN)-Sections I, II(A), II(D), III, IV(C)& V
<input type="checkbox"/>	AMUSEMENT DEVICE-Sections I, II(A), II(C), III, IV(C) & V
<input type="checkbox"/>	ARCADES (6 OR MORE DEVICES)-Sections I, II(A), II(B), II(C), III, IV(A), IV(C), IV(D)& V
<input checked="" type="checkbox"/>	BANNERS-Sections I(A), II(A) & X
<input type="checkbox"/>	CHRISTMAS TREES / FUEL WOOD-Sections I, II(A), II(F), III, IV(A) & IV(D)
<input type="checkbox"/>	DANCE/DANCE HALLS/EPOA CLASS I-Sections I, II(A), II(B), III, IV(A), IV(C), IV(D)& V
<input type="checkbox"/>	EMPLOYMENT OFFICES-Sections I, II(A), II(B), III, IV(A), IV(D) & V
<input type="checkbox"/>	ENTERTAINMENT PLACE OF ASSEMBLY CLASS I-Contact MEDO at (603) 624-6505
<input type="checkbox"/>	ENTERTAINMENT PLACE OF ASSEMBLY CLASS II-Contact MEDO at (603) 624-6505
<input type="checkbox"/>	ENTERTAINMENT PLACE OF ASSEMBLY CLASS III-Sections I, II(A), II(B), II(E), III, IV(A), IV(B), IV(C), IV(D), & V
<input type="checkbox"/>	JUNK DEALERS AND SCRAP YARDS-Sections I, II(A), II(F), III and IV(A), IV(C), IV(D) & V
<input type="checkbox"/>	KIOSK-Sections I, II(A), II(B), III & IV(B) (food only)
<input type="checkbox"/>	NOISE PERMIT-Sections I, II(A), II(F) & III
<input type="checkbox"/>	PEDDLERS/HAWKERS-Sections I, II(A), II(E), III, IV(A), IV(B), IV(C), IV(D)& VIII
<input type="checkbox"/>	PEDDLERS/HAWKERS (CIVIC CENTER)-Sections I, II(A), II(E), III, IV(A), IV(B), IV(C), IV(D)& VIII
<input type="checkbox"/>	PETTY GROCERS/BUTCHERS-Sections I, II(A), II(B), III, IV(A), IV(B), IV(C), IV(D) & V
<input type="checkbox"/>	RAFFLE/TAG DAY-Sections I(A), II(A) & XI
<input type="checkbox"/>	RESTAURANTS / FOOD SERVICE-Sections I, II(A), II(B), III, IV(A), IV(B), IV(C), IV(D) & V
<input type="checkbox"/>	SECONDHAND DEALERS AND AUCTION HOUSES-Sections I, II(A), II(B), III, IV(A), IV(C), IV(D) & V
<input type="checkbox"/>	SECONDHAND DEALERS AND AUCTION HOUSES (OUT OF TOWN)-Sections I, II(A), II(D), III, & IV(C)
<input type="checkbox"/>	SIDEWALK ENCUMBRANCE-Sections I, II(A), II(F), III, IV(A), IV(C), IV(F) & VI
<input type="checkbox"/>	SIDEWALK SIGNS-Sections I, II(A), II(F), III, IV(A), IV(F) & VII
<input type="checkbox"/>	SUNDAY ACTIVITIES-Sections I, II(A), II(B), III, IV(A), IV(B), IV(C), IV(D) & V
<input type="checkbox"/>	TAXICAB COMPANY-Sections I, II(A), II(B), II(F), III, IV(A), IV(C), IV(D), V & IX
<input type="checkbox"/>	TAXICAB COMPANY (OUT OF TOWN)-Sections I, II(A), II(D), II(F), III, IV(C), & IX
<input type="checkbox"/>	TOWING-Sections I, II(A), II(B), III, IV(A), IV(C), IV(D)& V
<input type="checkbox"/>	TOWING (OUT OF TOWN)-Sections I, II(A), II(D), III & IV(C)
<input type="checkbox"/>	TRANSFER OF BUSINESS (Name Change)-Sections I, II(A), II(G), III, IV(A), IV(B), IV(C), IV(D) & V
<input type="checkbox"/>	TRANSFER OF BUSINESS (Location Change) -Sections I, II(A), II(G), III, IV(A), IV(B), IV(C), IV(D)& V
<input type="checkbox"/>	TRANSFERS OF BUSINESS (Ownership Change) -Sections I, II(A), II(G), III, IV(A), IV(B), IV(C), IV(D)& V
<input type="checkbox"/>	OTHER _____

SECTION X. MUNICIPAL BANNER LICENSE APPLICATION

Event: Rally 4 Recovery NH Event Date: 9.16.17

Sponsoring Organization: HOPE for New Hampshire Recovery

Contact Person for Event: IRINA OWENS

Contact's Phone #: 603-935-7524 sm Email: IRINA.OWENS@RECOVERYNH.ORG

Time Period Requested: Sept. 4th through September 17th

Number of cross-street banners (max of two at any given time): ELM + PLEASANT AND

BANNER LOCATION(S) FEES

Elm and Bridge Streets	\$500.00	
Elm and Pleasant Streets	\$500.00	*
Hanover and Chestnut Streets	\$125.00	
Kelley and Dubuque Streets	\$125.00	*

Kelly AND
Dubuque

\$625.00

In the area below, illustrate (or attach to this application) exactly how your banner will appear:

See attached. We will revise with next year's date

Signature of responsible party indicating that you have read the City of Manchester Municipal Banner Policy (available at www.manchesternh.gov/banner):

Signature: Irina Owens Date: 9.24.16

Office Use Only

Date Received: _____ Committee Review: _____ Committee Action: _____
Insurance Carrier: _____ Fee Submitted: _____

3rd Annual

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NH

Saturday, September 17, 2016

11:30am - 4:30pm | Veteran's Memorial Park, Manchester

HOPE
for NEW HAMPSHIRE
RECOVERY
An affiliate of
Face It: TOGETHER



CITY OF MANCHESTER

PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Michael J. Landry, PE, Esq.
Deputy Director - Building Regulations

Date: October 7, 2016

To: Honorable Board of Mayor and Alderman

From: Leon L. LaFreniere, AICP
Director of Planning and Community Development

Subject: Proposed Amendments to the Housing Code

Two proposed amendments to the Housing Code are attached for your consideration.

The proposed amendment to Section 150.091 is a recommendation from the Housing Study Commission's Final Report dated March 21, 2016. The Commission found that tenants do not always know how to reach their landlords when they have an issue. The Commission also believes that improved landlord accountability will improve tenants' housing conditions. Oftentimes the first call a tenant makes is to the Planning and Community Development Department which then treats the call as a formal complaint and performs an inspection as soon as possible. In some cases this use of resources might be unnecessary if the tenants knew how to contact their landlords directly. The proposed amendment requires landlords to post contact information to allow tenants to contact the landlord directly and also requires that the tenant attempt to contact their landlord first before contacting Planning and Community Development. By amending the Housing Code as proposed, tenants will have greater access to their landlords and may be able to improve conditions that do not meet Housing Code standards or affect habitability of their dwelling units.

As a house keeping matter, we would also propose to amend Section 150.002, specifically the definition of RENTAL PROPERTY, by deleting the reference to motels, hotels and dormitories. Planning and Community Development has never included motels, hotels and dormitories in the Housing Code inspection program. Amending the Housing Code as proposed will remove any ambiguity regarding these types of structures.

We would request that the proposed amendments be referred to the appropriate committee.

Thank you for your consideration of this request.

City of Manchester New Hampshire

In the year Two Thousand and Sixteen

AN ORDINANCE

“An Ordinance amending the Housing Code Chapter 150 of the City of Manchester Code of Ordinances by adding language pertaining to “Required Facilities.”

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester,
as follows: Amending the Housing Code, Chapter 150 of the City of Manchester Code of Ordinances
as follows:

Note: New text shown ***bold and italicized***. Text to be deleted is shown ~~struck through~~.

§ 150.091 POSTING OF EMERGENCY CONTACT INFORMATION

A. *All dwelling or rooming units subject to inspections under this Chapter shall have posted in a regularly accessible common area written notification containing the following:*

1) The name, address and telephone number of the owner or his/her agent. If the owner or his/her agent does not reside in New Hampshire and within 25 miles of the subject structure, the owner must post, in addition to his/her agent's name, the name, address and telephone number of a person to contact in the case of an emergency who resides in New Hampshire and within 25 miles of the structure.

2) A statement noting that disputes regarding building code and/or housing standards should first be addressed by the property owner(s) and tenant(s) before contacting the Department of Planning and Community Development.

3) The address, telephone number and website address of the code enforcement division at the Department of Planning and Community Development.

B. *Transfer of Ownership. Upon transfer of ownership, the new owner shall comply with the posting or filing of emergency and Department of Building and Planning information within 24 hours of transfer.*

C. *Unattended Emergency Numbers. Whenever emergency numbers are left unattended for a period of 24 hours or longer, another name and emergency number shall be provided in accordance with this section.*

D. *Violations. The Department of Planning and Community Development may issue warnings or citations for violation of this section as provided for in Sections 150.142 and 150.099*

§ 150.091 DEFINITIONS

RENTAL PROPERTY. Any residential unit in a building, dwelling, or rooming house which provides permanent or transient living facilities and occupied by tenants on a rental basis. ~~This term shall include, but not be limited to, hotels, motels, and dormitories so long as they are offered for rent or allowed to be occupied by others.~~

II. Resolve this ordinance shall take effect upon passage.



CITY OF MANCHESTER

Theodore L. Gatsas

Mayor

November 1, 2016

Honorable Board of Aldermen
c/o Matthew Normand, City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Board of Aldermen,

Please be advised that this afternoon I met with Judge Ken Brown and was informed that Hillsborough County Drug Court will be operational at Hillsborough County North in two weeks. Judge Brown will preside over the court.

It is my hope that we can work together and make the drug court at Hillsborough County North a success by developing strong, meaningful relationships between the court, the city, the greater Manchester community and local businesses. To meet this goal the court currently has the following needs:

- 1) Community service projects for program participants (local clean-up initiatives, graffiti removal etc.;
- 2) Local businesses to participate in an employment partnership program for participants;
- 3) Gift card donations for good behavior incentives.

At this time I would also request that we, as a city, take the following first steps to begin a meaningful partnership with Judge Brown and Hillsborough County North Drug court. These action items include:

- 4) Donations of MTA bus tickets;
- 5) Temporary employment opportunities within the city for program, participants.

Thank you for your consideration and for helping to make drug court a success at Hillsborough County North.

Regards,

Theodore L. Gatsas
Mayor